Business Administration Career Pathway
Milwaukee 7 Region
2024-2027

Pathways WISCONSIN

Educational Level (May require work experience and educational levels may vary by employer)	Finance (IAC Code 52.03)	Management (IAC Code 52.99)	Marketing (IAC Code 52.14)
Any Educational Level	Entrepreneur		
High School Diploma, Certificate	Collections Specialist Financial Services Representative Loan Processor Accounting Assistant Bank Teller ✶ Title Examiners, Abstractors, & Searchers Customer Service Representative ✶ Insurance Claims & Policy Processing Clerks ✶	Receptionist ✶ First Line Supervisors ✶ Customs Broker Gaming Supervisor Data entry specialist Customer Service Representative ✶	Retail Salesperson ✶ Inside Sales ✶ Online Merchant Brand Ambassador Marketing Research Assistant Entry Level Writer/Editor Customer Service Representative ✶
Certification or Technical Diploma	Payroll Specialist Loan Counselor ✶ Financial Planning Assistant Claims Assistant/Adjuster ✶ Bookkeeper ✶ Insurance Sales Real Estate Assessor/Appraiser	Office Assistant ✶ Technical Writer Business Operations Specialist Human Resources - Recruiter	Sales Representative ✶ Real Estate Sales Agent Visual Merchandiser Social Media Specialist Search Engine Optimization Specialist Marketing Internship
Registered Apprenticeship	Financial Services Professional		
Associate Degree	Contract Specialist Financial Analyst ✶ Account Manager Insurance Agent ✶ Insurance Underwriter Loan Underwriter Mortgage Broker Fraud and Loss Specialist/ Investigator Revenue Agent	Administrative Professional ✶ Executive Administrative Assistant ✶ Administrative Services Manager Office Manager Paralegal & Legal Assistant Business Analyst/Project Manager Credit Manager Operations Manager ✶ Account Executive Information Systems Specialist Human Resources - Talent Acquisition	Customer Service Manager Event Planner Marketing Coordinator Fundraiser Public Relations Specialist Social Media Manager Project Management Specialist Communications Specialist Assistant Product Manager
Bachelor Degree and beyond	Accountant / Auditor ✶ Loan Officer Financial Manager ✶ Forensic Accountant Financial Research Analyst Investment Portfolio Manager Investment Trader Actuary Personal Financial Advisor / Counselor Risk Management Specialist Business Systems Analyst Business/Marketing Instructor: UW-Stout & UW-Whitewater	Executive Director General Manager ✶ Training and Development Specialist Office/Administrative Services Manager Human Resource Manager Compensation and Benefits Manager Logistics Manager Non-Profit Management Supply Chain Management Procurement Agent Project Manager ✶ Management Analyst ✶ Business/Marketing Instructor: UW-Stout & UW-Whitewater	Sales Manager Purchasing Manager Product/Brand Manager Public Relations Manager ✶ Marketing Analyst ✶ Marketing Strategist Development Director Project/Marketing Manager Business/Marketing Instructor: UW-Stout & UW-Whitewater
Postsecondary Options	Click HERE for Postsecondary Options		

✶ **BRIGHT OUTLOOK = these jobs are expected to grow in the future** **XELLO = you can learn more and save this job in Xello (note: some job titles might look a little different in Xello)**

Business Administration Career Pathway
at South Milwaukee High School

A career pathway in high school must include:

- **A sequence of courses (including at least 2 CTE courses)**
- **Two of the following components: *Career and Technical Student Organization, Work-based Learning, Industry Recognized Credential, College Credit Opportunity***

<table>
<tr><td rowspan="3">Career and Technical Education Courses
(Business and Information Technology Standards, Marketing, Management, and Entrepreneurship Standards)</td><td colspan="3">General business administration exploration (IAC Code is determined by school taking into consideration teacher certification, student ACP plans, etc.)</td></tr>
<tr><td colspan="3">• Accounting
• Computer Apps - Microsoft Word
• Computer Apps - Microsoft Excel</td></tr>
<tr><td>Finance Specific (IAC Code 52.03)
• Finance</td><td>Management Specific (IAC Code 52.99)
• Business Law</td><td>Marketing Specific (IAC Code 52.14)
• Entrepreneurship
• Marketing
• Sports & Entertainment Marketing
• ORBIT - Retail Merchandising & Management
• Advanced Marketing</td></tr>
<tr><td>Other Recommended Courses
(Wisconsin Career Readiness Standards)</td><td colspan="3">• Algebra
• Geometry
• Algebra 2 and Trigonometry
• Planning Your Future</td></tr>
<tr><td>Career and Technical Student Organization</td><td colspan="3">DECA
FBLA-Future Business Leaders of America</td></tr>
<tr><td>Work-Based Learning Options</td><td colspan="3">Youth Apprenticeship (450 hours and 1 high school or 3 college related instruction credits /year, 1-2 years): Finance, Business Administration, Marketing</td></tr>
<tr><td rowspan="3">Industry Recognized Credential Options</td><td>Finance</td><td>Management</td><td>Marketing</td></tr>
<tr><td colspan="3">Adobe
Microsoft MOS (Certiport)* (Associate, Word Expert, Excel Expert, Access Expert)</td></tr>
<tr><td colspan="3"></td></tr>
<tr><td rowspan="5">College Credit Opportunities

(You can find the list of college credit opportunities HERE. Identify the school and then click “college credit opportunities”)</td><td colspan="3">College Courses Offered at Your High School</td></tr>
<tr><td>Transcripted Credit
• SMHS’s Accounting = MATC’s ACCTG-102, Basic Accounting, 3 college credits</td><td colspan="2">AP and/or IB Courses
• AP Studio Art & Design
• AP Calculus AB
• AP Calculus ABC
• AP Computer Science Principles
• AP Environmental Science
• AP Statistics</td></tr>
<tr><td colspan="3">College Courses You Can Take at a College Campus
Application Deadlines:
October 1st: Spring Courses February 1st: Summer Courses (ECCP only) March 1st: Fall Courses</td></tr>
<tr><td>Start College Now
• MATC
• Other Technical College courses are available if students are willing to travel further than MATC. Please see the “HERE” link on the left under the College Credit Opportunities section for more options.</td><td colspan="2">Early College Credit Program
Many opportunities exist through the ECCP Program in the greater Milwaukee area. Please see the “HERE” link to the left under the College Credit Opportunities section for an extensive list. Also, please see your School Counselor for more information about what might be best for you.</td></tr>
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